#### **OPERATOR INSPECTION-SPECIFIC INFORMATION**

<b>Inspection Date(s)</b> :	<b>4-1-13</b> through 4	<b>4-1-13</b> through <b>4-4-13</b>				
Name of Operator:	Targa Sound Te	erminal LLC				
OPS Operator ID:	38921					
State/Other ID:						
H.Q. Address:		Company Officer:	Vincent DiCosimo			
Targa Resources		Title:	VP Petroleum Logistics			
,	1000 Louisiana, Ste 4300		(713) 584-1235			
Houston, TX 77002		Fax Number:	NA			
OPID 32296						
Web Site:		Email Address:	vdicosimo@targaresources.com			
<b>Employees Covered by OQ Plan:</b>		5				
<b>Contractors Covered by OQ Plan:</b>		2 - from Alaska continental Pipeline				
Total Mileage Represented:		2.7 miles				

<b>Persons Interviewed</b>	Title	Phone Number	Email Address
Tim Huffer	Manager regulatory	337-583-4642	thuffer@targaresources.com
From LA	Compliance		
Ted Lilyeblade, JR	Pipeline Supervisor	253 272 9348	tlilyeblade@targaresources.com
Matthew Kolata	Environmental and Safety Specialist	353 272 9348	mkolata@targaresources.com

To add rows, press TAB with cursor in last cell.

OPS/State Representatives	Region/State
Patti Johnson	WA

To add rows, press TAB with cursor in last cell.

#### Remarks:

During inspection Targa updated PAP manual.

#### Mileage Covered by OQ Plan (by Company and State)

List each company and subsidiary separately, broken down by state (using 2-letter designation). If a company has intrastate and/or interstate mileage in several states, use <u>one row per state</u>. If there are both gas and liquid lines, use both the first and second table. For small gas operators (e.g. master meter, LP), use the third table.

Jurisdictional to Part 192 (Gas) Mileage

						<u>,                                     </u>			
Company (Gas Operator)	Operator ID	State	Int <b>er</b> state Gathering	Int <b>ra</b> state Gathering	Int <b>er</b> state Transmission	Int <b>ra</b> state Transmission	Int <b>er</b> state Distribution*	Int <b>ra</b> state Distribution*	Remarks

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-1-

#### PHMSA (OQ) Inspection Form 14 (Rev.6) December 15, 2008

(To add rows, press TAB with cursor in last cell.)

Jurisdictional to Part 195 (Hazardous Liquid) Mileage

Company (Liquid Operator)	Operator ID		Int <b>er</b> state Transmission	Int <b>ra</b> state Transmission	Remarks
Targa Sound Terminal	38921	WA		X	2.7 miles 10", gasoline and diesel

(To add rows, press TAB with cursor in last cell.)

Jurisdictional to Part 192 (Gas) Mileage - Small Operators

	•				ougo oman operatore
Company (Small Gas Operator)	Operator ID	State	Small Gas (e.g., master meter)*	LP*	Remarks

(To add rows, press TAB with cursor in last cell.)

- 1. Supply company name and Operator ID, if not the master operator from the first page (i.e., for subsidiary companies).
- 2. Use OPS-assigned Operator ID. Where not applicable, leave blank or enter n/a.
- 3. Use only 2-letter state codes in column #3, e.g., TX for Texas.
- 4. Enter number of applicable miles in all other columns. (Only positive values. No need to enter 0 or n/a.)
- 5. \* Please do not include Service Line footage. This should only be MAINS.

# 1 - Document Program Plan, Implementing Procedures and Qualification Criteria

# 1.01 Application and Customization of "Off-the-Shelf" Programs

Does the operator's plan identify covered tasks and does it specify task-specific reevaluation intervals for individuals performing covered tasks? (Associated Protocols: 1.05, 2.01, 5.02)

No Issues Identified	Inspection Notes:
	1. Could not review records, Targa Sound
	only operating for 2 months.
	2. Use 5 year as maximum reevaluations time. This is long time period.
	Targa given heads up only: page 3 of 25 is PHMSA not RSPA – 4-2-13 informed them
	Targa Resources OQ has 29 revisions. Only dates used on plan not revision numbers.
	Definition of 4 part test found on page 13 of 25
	Definition of evaluation found on page 16 of 25. Definition is not exact.
	The definition of pipeline facility as found in 195.2 was added to the PAP during the inspection. Its definition is pipeline facility means new and existing pipe, rights-of-way, and any equipment,
Potential Issues Identified (explain)	facility, or building used in the
N/A (explain)	transportation of hazardous liquids or

- 3 -

Not Inspected	carbon dioxide.
	Any task out of normal activity will be
	performed by a contractor. This includes excavation and backfilling.
	excavation and backfilling.
	Targa uses multiple knowledge
	evaluation, (CBTs) and one on one
	contact during on the job training,
	Targa Sound has 4 teams of 6 men each,
	they are called operators and operate
	entire the plant not just gas facility.
	Cumontly each team has an aload that is
	Currently each team has one lead that is OQed for covered activities (Goal is to
	OQ all 24). Also Ted and Randy are
	OQed. Informed Targa Sound and Targa
	Resources that only having one person per
	shift OQed and using the Gas Supervisor
	as a backup is adequate but risky.
	Job matrix (page 21 of 25) is just the list
	of covered tasks. Tim has form called OQ
	Training summery that will be in the front of everyone's file to know what they are
	qualified for. Reviewed
	qualified for reviewed
	Targa Sound has only been operating for 2
	months. Their long term goal is to train
	for all operational activities ie cathodic
	protection. This will eliminate need for
	some contractors.
	Currently, operator in control room when
	gas starts flowing. After that, there is
	always an operator at the facility; person
	can be anywhere in facility or r/w. If an
	alarm occurred they would be notified by
	text. Targa has direct line Nextel phone
	with Olympic so they are always in
	communication with source. Nextel phone
	is issued by Olympic so it is part of their
	communication system.
Check exactly one box above.	

#### 1.02 Contractor Qualification

Does the operator employ contractor organizations to provide individuals to perform covered tasks? If so, what are the methods used to qualify these individuals and how does the operator ensure that contractor individuals are qualified in accordance with the operator's OQ program plan?

\* Verify that the operator's written program includes provisions that require all contractor and subcontractor individuals be evaluated and qualified prior to performing covered tasks, unless the covered task is performed by a non-qualified individual under the direction and observation of a qualified individual. (Associated Protocols: 1.05, 2.02, 3.02)

No Issues Identified Potential Issues Identified (explain)  N/A (explain)  Not Inspected	Inspection Notes: <b>Bullet 1:</b> page 4, requires all contractors and subcontractors to be evaluated and qualified prior to performing covered tasks unless the task is being performed by a non-qualified under the direction and observation of a qualified
	individual.
	An Abnormal Operating Condition for integrity monitoring prior to restart of the pipeline after an earthquake in accordance with 480-75-660(1)(b). PAP updated during the inspection.
Check exactly one box above.	

#### 1.03 Management of Other Entities Performing Covered Tasks

Has the operator's OQ program included provisions that require individuals from any other entity performing covered task(s) on behalf of the operator (e.g., through mutual assistance agreements) be evaluated and qualified prior to task performance?

\* Verify that other entities that perform covered task(s) on behalf of the operator are addressed under the operator's OQ program and that individuals from such other entities performing covered tasks on behalf of the operator are evaluated and qualified consistent with the operator's program requirements. (Associated Protocols: 1.05, 2.02)

No Issues Identified	Inspection Notes: Mutual assistances not
Potential Issues Identified (explain)	addressed in OQ. Targa would shut line down if trouble -no need for mutual
N/A (explain)	assistance.
Not Inspected	
	<b>Bullet 1:</b> Targa's OQ plan did not address
	mutual assistance; Targa updated Mergers and
	acquisitions on page 17 of 25 addresses
	mergers. PAP updated during the inspection.
Check exactly one box above.	

- 5 -

1.04 Training Requirements (Initial Qualification, Remedial if Initial Failure, and Reevaluation)
Does the operator's OQ program plan contain policy and criteria for the use of training in initial qualification of individuals performing covered tasks, and are criteria in existence for re-training and reevaluation of individuals if qualifications are questioned? (Associated Protocols: 5.02)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	Page 18 Original Qualifications 16B - Lesson plan is training and evaluation, specific to
N/A (explain)	local co, includes what knowledge and skills
Not Inspected	are required. Corporate has guidelines and
	lesson plans that co (Targa) can adopt. No
	corporate requirement but corporate maintains
	database of CBTs and sends them to co
	(Targa) for meeting minimum requirements
	(base requirements) Also use site specific
	training and hands on for specific and unique
	equipment.
Check exactly one box above.	

#### 1.05 Written Qualification Program

Did the operator meet the OQ Rule requirements for establishing a written operator qualification program and completing qualification of individuals performing covered tasks?

- \* Verify that the operator's written qualification program was established by April 27, 2001.
- \* Verify that the written qualification program identified all covered tasks for the operator's operations and maintenance functions being conducted as of October 28, 2002.
- \* Verify that the written qualification program established an evaluation method(s) to be used in the initial qualification of individuals performing covered tasks as of October 28, 2002.
- \* Verify that all individuals performing covered tasks as of October 28, 2002, and not otherwise directed or observed by a qualified individual were qualified in accordance with the operator's written qualification program. (Associated Protocols: 3.01, 7.01)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> Targa Sound is a new company and
N/A (explain)	parent Targa Resources met date requirement
Not Inspected	<b>Bullet 2:</b> Targa Sound is a new company and parent Targa Resources met date requirement
	<b>Bullet 3:</b> Targa Sound is a new company and parent Targa Resources met date requirement
	Bullet 4: Reviewed OQ Qualification Review form #oq-0-02 is used for pipeline control receipt deliveries. Each task has own number based on task Number found in Appendix C
	Targa Sound is new but corporate (Targa Resources) was qualified in 2002 per code

- 6 -

Check exactly one box above.

### 2 - Identify Covered Tasks and Related Evaluation Methods

#### 2.01 Development of Covered Task List

How did the operator develop its covered task list?

- \* Verify that the operator applied the four-part test to determine whether 49 CFR Part 192 or 49 CFR Part 195 O&M activities applicable to the operator are covered tasks.
- \* Verify that the operator has identified and documented all applicable covered tasks. (Associated Protocols: 8.01)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> Is in house program, pg 13 is four
N/A (explain)	part test which is applied to all tasks.
Not Inspected	<b>Bullet 2:</b> Appendix C has all Targa
	Resources employee tasks including Targa
	Sound. Specialized tasks that contractors
	would be doing are not included.
	Comprehensive list of all covered tasks in
	Appendix C. Appendix D expands to
	reevaluation timeframes and span of control.
	<b>Note:</b> this inspection was done before the standard inspection and there may be required tasks that have not been identified. i.e. tasks for the break out tank and the control room.
Check exactly one box above.	

# 2.02 Evaluation Method(s) (Demonstration of Knowledge, Skill and Ability) and Relationship to Covered Tasks

Has the operator established and documented the evaluation method(s) appropriate to each covered task?

- \* Verify what evaluation method(s) has been established and documented for each covered task.
- \* Verify that the operator's evaluation program ensures that individuals can perform assigned covered tasks.
- \* Verify that the evaluation method is not limited to observation of on-the-job performance, except with respect to tasks for which OPS has determined that such observation is the best method of examining or testing qualifications. The results of any such observations shall be documented in writing. (Associated Protocols: 3.01, 3.02)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> page 15 and 16 shows evaluation methods and processes. Evaluation is
N/A (explain)	documented on Operator Qualification
Not Inspected	Evaluation form use task No. form from App C to identify specific tasks.
	<b>Bullet 2:</b> Targa uses CBT and hands on for final testing

# PHMSA (OQ) Inspection Form 14 (Rev.6) December 15, 2008

	<b>Bullet 3:</b> On the job evaluation questions
	asked using Operator Qualification Evaluation
	form. (oral examine)
Check exactly one box above.	

**2.03** Planning for Mergers and Acquisitions (Due Diligence re: Acquiring Qualified Individuals)

Does the operator have a process for managing qualifications of individuals performing covered tasks during program integration following a merger or acquisition (applicable only to operators engaged in merger and acquisition activities)?

\* Verify that the OQ program describes the process for ensuring OQ qualifications, evaluations, and performance of covered tasks during the merger with or acquisition of other entities. (Associated Protocols 3.01 3.02)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	Bullet 1: Merger addressed in Section 10 of plan. Targa would use outside contractor
N/A (explain)	procedure to determine if merger or
Not Inspected	acquisition tasks are the same. See mergers/acquisitions page 17 of 25
Check exactly one box above.	mergers/acquisitions page 17 of 25

- 10 -

#### 3 - Identify Individuals Performing Covered Tasks

# 3.01 Development/Documentation of Areas of Qualification for Individuals Performing Covered Tasks

Does the operator's program document the evaluation and qualifications of individuals performing covered tasks, and can the qualification of individuals performing covered tasks be verified?

- \* Verify that the operator's qualification program has documented the evaluation of individuals performing covered tasks.
- \* Verify that the operator's qualification program has documented the qualifications of individuals performing covered tasks. (Associated Protocols: 4.02, 7.01)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> Documentation for knowledge on certificates of completion for CBTS is titled
N/A (explain)	Targa Sound Terminal (task NO). Hands on
Not Inspected	tests are called evaluation statement. Reviewed.
	Currently Targa has 5qualified individuals to operate SCADA and start up or shut off the pipeline.
	<b>Bullet 2:</b> OQ evaluation form is tied to App C task Numbers
Check exactly one box above.	

#### 3.02 Covered Task Performed by Non-Qualified Individual

Has the operator established provisions to allow non-qualified individuals to perform covered tasks while being directed and observed by a qualified individual, and are there restrictions and limitations placed on such activities?

\* Verify that the operator's program includes provisions for the performance of a covered task by a non-qualified individual under the direction and observation by a qualified individual. (Associated Protocols: 2.01, 2.02)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	Targa updated the span of control in PAP Appendix D during the inspection. Targa was
N/A (explain)	asked to keep in mind the preamble for the
Not Inspected	Operator Qualification rule discusses the need
	for qualified individuals to be in a position to
	take immediate action to correct deficiencies
	of non-qualified persons. Staff was concerned
	that on certain tasks a ratio of 1 to 4 or 5 may
	be too large.
	Staff informed Targa that this rule does not is
	not the same as having a supervisor observe
	his crew to ensure work is done properly (as
	Targa had believed).

- 11 -

	Targa Resources was given heads up
	regarding page 10 of 25, section 3.c should
	read "directed and observed by a qualified
	person not under proper direction and
	oversight from a qualified person". Targa's
	wording subtly changes the intent of the OQ
	rule.
Check exactly one box above.	

- 12 -

# 4 - Evaluate and Qualify Individuals Performing Covered Tasks

#### 4.01 Role of and Approach to "Work Performance History Review"

Does the operator use work performance history review as the sole method of qualification for individuals performing covered tasks prior to October 26, 1999, and does the operator's program specify that work performance history review will not be used as the sole method of evaluation for qualification after October 28, 2002?

- \* Verify that after October 28, 2002, work performance history is not used as a sole evaluation method.
- \* Verify that individuals beginning work on covered tasks after October 26, 1999 have not been qualified using work performance history review as the sole method of evaluation. (Associated Protocols: 2.02)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	Bullet 1 and 2: Parent company Targa  Resources was in compliance. Targa Sound
N/A (explain)	Terminal started moving product in Jan of
Not Inspected	2013
Check exactly one box above.	

#### 4.02 Evaluation of Individual's Capability to Recognize and React to AOCs

Are all qualified individuals able to recognize and react to AOCs? Has the operator evaluated and qualified individuals for their capability to recognize and react to AOCs? Are the AOCs identified as those that the individual may reasonably anticipate and appropriately react to during the performance of the covered task? Has the operator established provisions for communicating AOCs for the purpose of qualifying individuals?

\* Verify that individuals performing covered tasks have been qualified in recognizing and reacting to AOCs they may encounter in performing such tasks. (Associated Protocols 3.01)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> Operator Evaluation form cross references to App C task numbers.
N/A (explain)	references to App C task numbers.
Not Inspected	
Check exactly one box above.	

- 13 -

#### 5 - Continued/Periodic Evaluation of Individuals Performing Covered Tasks

#### 5.01 Personnel Performance Monitoring

Does the operator's program include provisions to evaluate an individual if the operator has reason to believe the individual is no longer qualified to perform a covered task based on: covered task performance by an individual contributed to an incident or accident; other factors affecting the performance of covered tasks?

- \* Verify that the operator's program ensures re-evaluation of individuals whose performance of a covered task may have contributed to an incident or accident.
- \* Verify that the operator has established provisions for determining whether an individual is no longer qualified to perform a covered task, and requires reevaluation.

(Specific Protocols: 2.02)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> page 19 addresses disqualification for reasonable cause. Personnel requiring
N/A (explain)	Post incident D&A testing would immediately
Not Inspected	be disqualified until investigated.
	<b>Bullet 2:</b> page 20 is the disqualification due to Reasonable Cause section
Check exactly one box above.	

#### 5.02 Reevaluation Interval and Methodology for Determining the Interval

Has the operator established and justified requirements for reevaluation of individuals performing covered tasks?

\* Verify that the operator has established intervals for reevaluating individuals performing covered tasks. (Associated Protocols: None)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	Bullet 1: Appendix D has formula based on level of risk, complexity & special
N/A (explain)	knowledge. Page 22 of 25
Not Inspected	
Check exactly one box above.	

- 14 -

# 6 - Monitor Program Performance; Seek Improvement Opportunities

#### 6.01 Program Performance and Improvement

Does the operator have provisions to evaluate performance of its OQ program and implement improvements to enhance the effectiveness of its program?

(Associated Protocols: None)

No Issues Identified	Inspection Notes: Section 14 is communication of change and page 20 addresses incident involvement (reevaluates plan to see if modification required).
Potential Issues Identified (explain)	
N/A (explain)	
Not Inspected	
	To enhance the effectiveness, periodic review of the OQ Plan is conducted, page 12
Check exactly one box above.	

- 15 -

#### 7 - Maintain Program Records

7.01 Qualification "Trail" (i.e., covered task; individual performing; evaluation method(s); continuing performance evaluation; reevaluation interval; reevaluation records)

Does the operator maintain records in accordance with the requirements of 49 CFR 192, subpart N, and 49 CFR 195, subpart G, for all individuals performing covered tasks, including contractor individuals?

- \* Verify that qualification records for all individuals performing covered tasks include the information identified in the regulations.
- \* Verify that the operator's program ensures the retention of records of prior qualification and records of individuals no longer performing covered tasks for at least five years.
- \* Verify that the operator's program ensures the availability of qualification records of individuals (employees, contractors and third party entities) currently performing covered tasks, or who have previously performed covered tasks. (Associated Protocols: 1.05, 3.01)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	<b>Bullet 1:</b> have 5 people currently qualified. Reviewed records.
N/A (explain)	Reviewed records.
Not Inspected	<b>Bullet 2:</b> Targa only has been in operations for 2 months. Have plan and documentation for 5 qualified operators. Plan is to OQ all 6 individuals working on every shift.
	<b>Bullet 3:</b> Currently, only contractor is for locates. Currently Targa Resources has contractor records for Targa Sound. Targa Sound will have access by June 2013. This is currently just a matter of getting passwords etc but information always also available from Texas Resources.
	Contractor records are kept in the contract work packages and are available for inspection.
Check exactly one box above.	•

- 16 -

#### 8 - Manage Change

#### 8.01 Management of Changes (to Procedures, Tools, Standards, etc.)

Does the operator's OQ program identify how changes to procedures, tools standards and other elements used by individuals in performing covered tasks are communicated to the individuals, including contractor individuals, and how these changes are implemented in the evaluation method(s)?

- \* Verify that the operator's program identifies changes that affect covered tasks and how those changes are communicated, when appropriate, to affected individuals.
- \* Verify that the operator's program identifies and incorporates changes that affect covered tasks.
- \* Verify that the operator's program includes provisions for the communication of changes (e.g., who, what, when, where, why) in the qualification program to the affected individuals.
- \* Verify that the operator incorporates changes into initial and subsequent evaluations.
- \* Verify that contractors supplying individuals to perform covered tasks for the operator are notified of changes that affect task performance and thereby the qualification of these individuals.

#### (Associated Protocols 1.04)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	Bullet 1: Reviewed page 21 of 25. The OQ
N/A (explain)	manual procedure is for Targa Resources.  Targa Resources does not want local company
Not Inspected	information in the OQ manual.
	No Management Of Change communication from corporate, Targa Resources, or local company since start up 1-2013.
	PAP updated during the inspection, Targa resources included Targa Resources Management of Change (MOC) in Targa OQ Plan so that Targa Sound had a method to document MOC notifications, a documented procedure to review and incorporate changes and new task into initial and subsequent evaluations is in place.
	Targa Sound committed to have documentation of notification that was mailed by corporate and/or by Targa Sound, and a method to document that each individual received and understood the notification.
	<b>Bullet 2:</b> Targa Resources identifies and incorporates changes into OQ manual.
	<b>Bullet 3:</b> Targa Resources OQ Plan states all significant changes would be communicated.
	Targa Resources has a maximo program for all purchase orders, specific equipment and change orders. This is one place where

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	significant changes are noticed.
	<b>Bullet 4:</b> PAP updated during the inspection
	<b>Bullet 5:</b> NO Management Of Change communication for contractor since start up 1-2013.
	Since start up no MOC issued for contractor.  Targa PAP updated OQ during the inspection to include contractor MOC.
Check exactly one box above.	

#### 8.02 Notification of Significant Program Changes

Does the operator have a process for identifying significant OQ written program changes and notifying the appropriate regulatory agency of these changes once the program has been reviewed? \* Verify that the operator's written program contains provisions to notify OPS or the appropriate regulatory agency of significant modifications to a program that has been reviewed for compliance.

(Associated Protocols: None)

No Issues Identified	Inspection Notes:
Potential Issues Identified (explain)	OQ Plan does not have revision dates
N/A (explain)	Appendix A and B were archived, see table
Not Inspected	of content, they were combined into app C
	<b>Bullet 1.</b> Page 12 PAP updated during the inspection, Targa Resources added UTC to mailing list on page 12 of 25.
Check exactly one box above.	

*- 18 -*

# 9 – Field Inspection Findings

# **Additional Inspection Notes**

1. Wholesale changes were made to the OQ Plan to improve program performance, and due to merging plans.